

## **SUMMARY OF THE TRANSITION AD HOC COMMITTEE MEETING NOVEMBER 21, 2001**

The Transition Ad Hoc Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met on Wednesday, November 21, 2001 at 1:00 p.m. Eastern Standard Time (EST) via teleconference. The meeting was led by Chairperson Dr. Paul Kimsey of the California Department of Health Services. A list of action items is given in Attachment A. A list of participants is given in Attachment B. The purpose of the meeting was to discuss agenda items which follow.

### **REVIEW OF PREVIOUS MINUTES**

The October 17, 2001 minutes were reviewed and approved, with amendments made to the table of participants.

### **STRATEGIC PLANNING MEETING/INSTITUTE**

As Jerry Parr was not able to attend, this was not discussed.

### **ACIL/NELAC SURVEY**

As Jerry Parr was not able to attend, this was not discussed. However, it was noted that as this has not yet been reviewed by the Committee, it will not be presented at this Interim Meeting.

### **SECONDARY ACCREDITATION APPLICATION PACKAGE**

Illona Taunton updated the Committee on the progress being made regarding the NELAC Secondary Accreditation Application Package. In summary, the main issues being reviewed are whether or not it is appropriate to ask for more than just the certificate when one is applying for secondary accreditation. The results of research are that for a number of states, this is their regulatory requirements and in those cases, they will need to keep doing that. The recommendation, therefore, is that as regulations change, those requirements for some of those items change also. In those situations where states require an excess of items for regulatory purposes, it was recommended that they be discouraged from doing that. Ms. Taunton had also conferred with Louis Johnson regarding changes made to Chapter 6. A letter has been written, which is now being reviewed by the sub-committee, to be presented at the Interim Meeting. Ms. Taunton will give a copy of the letter to members on Saturday prior to the Interim Meeting, for their review and comments.

### **EPA DEPUTY ADMINISTRATORS MEETING**

Barbara Finazzo gave a brief synopsis of the meeting with Linda Fisher, Deputy Administrator of EPA, held on October 22, 2001. Ms. Fisher understands and is supportive of the concept of certification. There was also some discussion of the legal issue regarding the structure of NELAC and of making NELAC self-sufficient.

## **EPA LEGAL OPINION ON STRUCTURE OF NELAC**

The Office of General Council has determined that NELAC, as it is currently structured, is out of compliance. Discussion of options is currently under process. This will be a key topic at the Strategic Planning Session on December 1, 2001 and the issues and options will be presented at the ELAB session at the Conference. It was discussed that the new structure of NELAC may be in place prior to NELAC 8.

## **FUTURE TELECONFERENCES**

The next teleconference is scheduled for December 19, 2001, at 1:00 p.m. Eastern Standard Time (EST).

## **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 1:35 p.m. EST.

**ACTION ITEMS  
TRANSITION AD HOC COMMITTEE MEETING  
NOVEMBER 21, 2001**

<b>Item No.</b>	<b>Action</b>	<b>Date to be Completed</b>
1.	Illona Taunton to provide draft letter regarding NELAC Secondary Accreditation Application Package to Committee members on December 1, 2001.	12/01/01

**PARTICIPANTS  
TRANSITION AD HOC COMMITTEE MEETING  
NOVEMBER 21, 2001**

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